

**Marshall, Joyce Y.**

---

**From:** Marshall, Joyce Y.  
**Sent:** Tuesday, August 25, 2015 6:20 PM  
**To:** Butler, Dawn M.  
**Cc:** Dorsett, Mark R.  
**Subject:** FW: Copy of SFY 2015 Encumbrances Status 081915-MCH Only.xlsx  
**Attachments:** Copy of SFY 2015 Encumbrances Status 081915-MCH Only.xlsx

Dawn, if can't pull up in system for items with your name, you may need to verify with Mark.

Thanks,



**Joyce Marshall, MPH**  
*Director*  
*Maternal and Child Health Service*

Oklahoma State Department of Health  
1000 NE 10th Street, Room 809.2  
Oklahoma City, OK 73117-1299  
405-271-4480 (0) ext. 56839  
[joycem@health.ok.gov](mailto:joycem@health.ok.gov)



<http://www.health.ok.gov>

---

**From:** Marshall, Joyce Y.  
**Sent:** Tuesday, August 25, 2015 6:16 PM  
**To:** Butler, Dawn M.; Dorsett, Mark R.; Bacon, Nancy J.; Burk, Thad J.; Patrick, Paul H.; Fleshman, Tony A.; Marriott, Carolyn C.; Nobles-Botkin, Jill; Smith, Barbara D.  
**Subject:** Copy of SFY 2015 Encumbrances Status 081915-MCH Only.xlsx  
**Importance:** High

The agency is working to closeout SFY 2014.

The attached file contains the current remaining balances for SFY 2015 purchase orders that ended June 30, 2015.

Please review your respective tabs and advise the following in the Notes column:

- If you anticipate any further invoices
- Invoices have been submitted to Payables, that would reduce balance listed
- Any remaining balance that can be released

Sorry for the short turn around, but I need to have combined responses to Steve and Gunnar by COB Wednesday, August 26<sup>th</sup> for their leadership meeting, therefore will need to have responses back from each of you by 1:00 p.m. tomorrow please.

Thanks!!